

# **SOUTH CAROLINA EDUCATION POLICY FELLOWSHIP PROGRAM**

**2019-20 PARTICIPANT APPLICATION**



*Policy – Networking – Leadership to Transform, Empower & Inspire*

## **SOUTH CAROLINA EDUCATION POLICY FELLOWSHIP PROGRAM**

*(coordinated by)*

**SC School Improvement Council  
UofSC College of Education, Suite 001  
820 Main Street  
Columbia, SC 29208  
803-777-7658 • 800-868-2232  
<http://sic.sc.gov>**

# **SOUTH CAROLINA EDUCATION POLICY FELLOWSHIP PROGRAM**

*Policy – Networking – Leadership to Transform, Empower & Inspire*

## **2019-20 PARTICIPANT APPLICATION**

We are pleased that you are considering taking part in the South Carolina Education Policy Fellowship Program (SC-EPFP).

SC-EPFP is a 10-month professional development program for those whose work record reflects strong leadership abilities or potential and a concern for improving the lives of children and youth. It operates under the auspices of the Education Policy Fellowship Program (EPFP) of the Institute for Educational Leadership (IEL) in Washington, DC). Participants in SC-EPFP hold full-time positions in diverse organizations at the local, county, and state levels, and are supported by their employing agencies through sponsorships, schedule-flow or both.

### **THE FELLOWSHIP PROGRAM**

Fellows remain in their full-time positions and use their work environment as the context for examining important leadership and policy issues in their states and in the nation. SC-EPFP activities are directed by the State Coordinators.

SC-EPFP brings Fellows and ideas together through a variety of on-site learning opportunities (such as seminars, informal discussions, site visits, skill development workshops, and group policy projects), through electronic networking and information sharing, and through participation in a national conference that brings together Fellows from all program sites in the U.S. The **Washington Policy Seminar** increases Fellows' knowledge of national policy issues and processes, and gives them a chance to explore the impact of national policy on their work. An in-state **Fall Leadership Retreat** heightens Fellows' understanding of leadership challenges and of themselves as leaders.

Participation in SC-EPFP yields important results. The program's complementary dimensions of work/learning, state/national, and actual/virtual activities provide Fellows with a unique personal and professional development laboratory for applying new insights and for practicing new skills. Fellows are given many opportunities to develop a deeper understanding of the policy process; hone their communication and decision-making skills; refine their potential for leadership; and expand their network of professional colleagues. As a result, employing agencies are rewarded with better informed and more skillful employees.

### **PROGRAM FEES AND SPONSORSHIP**

Each participant's employing agency/sponsor pays the base SC-EPFP Program Fee of **\$2,500.00**, travel costs to the national seminar, and transportation costs for monthly in-state meetings. In addition, the employer provides release time for on-site and national activities. The Program Fee includes overnight accommodations for the in-state **Fall Leadership Retreat**.

Scholarship opportunities may exist to assist some participants with the Program Fee. Applicants should direct their scholarship questions to the SC-EPFP Coordinators.

### **ELIGIBILITY AND SELECTION PROCESS**

SC-EPFP invites your application if you have:

- a commitment to personal and professional development on behalf of children and youth;
- a track record for making things happen—inside and across agencies/organizations;
- substantive work experiences;
- a Bachelor's degree or its equivalent;
- a full-time professional position; and
- the endorsement and financial support of your employing organization.

SC-EPFP requires participation in on-site training activities which are held one day per month except for the two-day **Fall Leadership Retreat** and the multi-day **Washington Policy Seminar**. (Fellows are expected to attend the national seminar as a requirement for SC-EPFP completion.) Please consider these extra demands on your time in light of your current professional and personal schedules. If you believe you cannot participate fully in SC-EPFP, please do not complete the application at this time but do consider it for a future year when your schedule may permit. Final selection of Fellows is made by the SC-EPFP Coordinators.

The deadline to submit applications for 2019-20 SC-EPFP cohort is **Friday, August 23, 2019**.

### **APPLICATION SUBMISSION INSTRUCTIONS**

Please complete the entire application and return it to SC-EPFP Coordinator Tom F. Hudson, Executive Director, SC School Improvement Council, UofSC College of Education, Suite 001, 820 Main Street, Columbia, SC 29208.

**NOTE:** The endorsement and fee responsibility sections included on the following pages must be fully completed for your application to be considered. The Program Fee must be paid prior to **September 13, 2019**.

### **SC-EPFP SESSION DATES FOR 2019-20**

**September 13, 2019** – Columbia, SC  
**October 9-10, 2019** – Fall Leadership Retreat  
**November 15, 2019** – Columbia, SC  
**December 13, 2019** – Columbia, SC  
**January 17, 2020** – Columbia, SC  
**February TBD, 2020** – South Carolina State House  
**March 22-25, 2020** – Washington Policy Seminar  
**April 17, 2020** – Columbia, SC  
**May 15, 2020** – Columbia, SC  
**June 12, 2020** – Columbia, SC

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## **2019-20 SC-EPFP PARTICIPANT APPLICATION**

NAME \_\_\_\_\_  
last first middle

PREFERRED NICKNAME? \_\_\_\_\_

PROFESSIONAL TITLE \_\_\_\_\_

DIVISION/DEPARTMENT \_\_\_\_\_

ORGANIZATION/INSTITUTION \_\_\_\_\_

ADDRESS \_\_\_\_\_  
\_\_\_\_\_

OFFICE PHONE (area code + number) \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

HOME ADDRESS (street, city, state, zip) \_\_\_\_\_  
\_\_\_\_\_

CELL PHONE (area code + number) \_\_\_\_\_

DIETARY RESTRICTIONS \_\_\_\_\_

## **OPTIONAL INFORMATION**

BIRTHDAY (month + day) \_\_\_\_\_

RACE/ETHNICITY & SEX \_\_\_\_\_

HOW DID YOU LEARN ABOUT SC-EPFP? \_\_\_\_\_

## SC-EPFP APPLICANT ENVISIONED OUTCOMES

Please provide narrative responses of one page or less to each of the following questions focused on the personal and professional outcomes you envision from your participation in SC-EPFP:

1. What does your organization do? Whom do you serve?
2. To enhance your capacity as a leader, what are your three learning priorities?
3. How would your participation in SC-EPFP benefit your organization?

**\*\*\*PLEASE ATTACH A COPY OF YOUR RESUME TO THIS APPLICATION\*\*\***

## PARTICIPANT SPONSOR / EMPLOYER ENDORSEMENTS

Fellows will participate in monthly sessions held primarily in Columbia. The Institute for Educational Leadership (IEL) hosts a national conference for Fellows across all state EPFP sites. The **Washington Policy Seminar** increases Fellows' knowledge of national policy issues and processes, and gives them the opportunity to explore the impact of national policy on their work. The in-state **Leadership Retreat** heightens Fellows' understanding of leadership challenges and of themselves as leaders. The SC-EPFP Program Fee (\$2,500.00) and travel-related costs to the national seminar (approximately \$2,000.00) are paid by the participant's employing agency, other Sponsor, and/or the Fellow him/herself.

## EMPLOYER'S PERMISSION FOR PARTICIPATION

**Employer:** Your signature below ensures your employee's release time for full participation in SC-EPFP. Fellows are expected to attend all in-state sessions and the Washington Policy Seminar to successfully complete the program. Absences will be handled on an individual basis by the State Coordinators. Any questions should be directed to one of the SC-EPFP Coordinators, Tom F. Hudson (803-777-7658) or Bruce Moseley (803-414-9022). The EPFP national office at the Institute for Educational Leadership in Washington, DC, may be reached at 202-822-8405, x155.

\_\_\_\_\_  
Name of Applicant

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Name of Supervisor/Sponsor

\_\_\_\_\_  
Supervisor's/Sponsor's Signature

\_\_\_\_\_  
Supervisor's Title

\_\_\_\_\_  
Supervisor's Organization/Institution

\_\_\_\_\_  
Supervisor's Email address

\_\_\_\_\_  
Supervisor's Office address

\_\_\_\_\_  
Supervisor's Office Phone

\_\_\_\_\_  
Supervisor's Office Fax

## **SC-EPFP PROGRAM FEE RESPONSIBILITY**

Your signature below ensures responsibility for the SC-EPFP Program Fee of \$2,500.00.

\_\_\_\_\_  
Name of Agency / Organization Responsible for Program Fee

\_\_\_\_\_  
Agency / Organization Mailing Address

\_\_\_\_\_  
Print Name of Responsible Party

\_\_\_\_\_  
Signature of Responsible Party

\_\_\_\_\_  
Responsibility Party Mailing Address (if different from above)

\_\_\_\_\_  
Responsible Party Phone Number

\_\_\_\_\_  
Responsible Party Email Address

*(SC-EPFP will invoice for the Program Fee prior to the first program session.)*

## **SC-EPFP TRAVEL COSTS RESPONSIBILITY**

Your signature below ensures responsibility for the travel costs associated with SC-EPFP (approx. \$2,000.00).

\_\_\_\_\_  
Name of Agency / Organization Responsible for Travel Costs

\_\_\_\_\_  
Print Name of Responsible Party

\_\_\_\_\_  
Signature of Responsible Party

## **SC-EPFP PROGRAM FEE REFUND TERMS**

*Considerable resources are required for the development and scheduling of the SC Education Policy Fellowship Program. SC-EPFP will withhold a portion of the Program Fee paid to cover administrative and session costs if, for any reason, a Fellow withdraws from SC-EPFP after the first scheduled session. The Program Fee amount refunded will be determined by the SC-EPFP Coordinators in accordance with the following schedule:*

### **Withdrawal Date**

October 1, 2019

January 1, 2020

### **Amount Refunded/Credited**

Program Fee Paid less \$500.00

Program Fee Paid less \$1,500.00